

**CORE Association**  
**HOLIDAY REQUEST FORM**

To \_\_\_\_\_

From \_\_\_\_\_

I would like to request \_\_\_\_\_ days of holidays  
from \_\_\_\_\_ to \_\_\_\_\_ inclusively.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Approved by \_\_\_\_\_ Date \_\_\_\_\_

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Forward to the Manager of Finance → Employee file

Copy to Staff